

Village of Fall Creek
Minutes of Regular Village Board Meeting
March 14, 2022

1. **Call to Order:** 5:30 p.m., Village Hall Meeting Room, 122 E. Lincoln Ave., Fall Creek
2. **Roll Call:** Members Present: Village President Tim Raap, Trustees Ben Burch, Karen Herbison, Karen Hurd, Sheena Kaatz, Matt Mattoon, Karen Strasburg. Members Absent: None. Staff Present: Village Administrator/Public Works Director Jared McKee, Police Chief Colin Mumford, Clerk/Treasurer Renee Roemhild. Also Present: 6 citizens.
3. **Pledge of Allegiance**
4. **Certify Open Meeting Law Requirements Have Been Met:** A notice of the meeting and an agenda was posted at the three public places and local newspapers were notified.
5. **Adopt Agenda:**
 - MOTION (Hurd/Herbison) to adopt the agenda as printed. PASSED, without negative vote.
6. **Recognition of Visitors/Citizen Input:** Matt Mattoon spoke as a citizen with some thoughts concerning the upcoming election in April. He asked trustees to strive for statesmanship which is seasoned with the virtue of giving way to one's preferences to gain for the whole of the community, rather than being a politician who seeks selective approval for self-gain. Mattoon also relayed a quote from Edmund Burke, an ethnic Irish parliamentarian of the late 1700's, who famously stated "All that is necessary for evil to succeed is that good men do nothing." Mattoon continued by stating we allow evil to succeed when we refuse to set aside personal gain for the good of all, when honesty is sacrificed, or when omissions of truth is deliberate. Mattoon commented it is always profitable for those who ascribe to being informed voters to inquire and to raise questions; now is a good time to do so.

President Tim Raap read the correspondence: a thank you from the 6th grade teachers for providing the ice-skating rink at Keller Park, comments from the Fire District audit.
7. **Approval of Minutes:**
 - MOTION (Mattoon/Herbison) to approve the 2/14/22 Regular Board meeting minutes, and 2/24/22 Plan Commission meeting minutes (contingent on the Plan Commission's approval). PASSED, without negative vote.
8. **Financial Report:**
 - MOTION (Mattoon/Strasburg) to approve the 2/28/22 Budget Comparison Report. PASSED, roll call vote: Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes.
9. **Approval of Bills:**
 - MOTION (Burch/Kaatz) to accept the Invoice Listing and Payroll Pay Summary Reports of 2/15/22-3/14/22. PASSED, roll call vote: Hurd-abstain, Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes, Herbison-yes.
10. **Report of Village Administrator:** Administrator/Public Works Director Jared McKee gave his monthly report highlighting the departmental duties accomplished since the last regular board meeting.
 - A. **Record Retention Schedule:** McKee reported he and Chief Mumford have been working on updating the police department's record retention schedule. Once completed, he questioned if the Board would like it to go to committee or come directly to the Board. Consensus was directly to the Board.

- B. Blue Ribbon Committee Findings Review:** McKee reported the Blue Ribbon Committee was formed in 2008 and stated it might be appropriate to review their recommendations again.
- C. ESRI Map:** McKee stated the Village street/utility maps and filing system should be updated. He provided some options and asked the Board to start thinking on this. He stated some grants may be available to assist in the cost.
- D. Police Department Update (Chief Mumford):** Chief Colin Mumford gave a detailed report on the condition of the evidence room and the updates that have been completed.

11. Committee Reports: None.

12. Unfinished Business

A. 2nd Reading and Possible Adoption of Amendment to Ordinance 2.4.1. Board of Review:

- MOTION (Kaatz/Herbison) to hold the second reading and to adopt the above ordinance in its entirety, making it a part of the Code of the Village of Fall Creek. Amendment adds a member to the Board of Review making the total number of members an odd number to avoid a tie-vote situation. PASSED, roll call vote: Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes, Herbison-yes, Hurd-yes.

B. Possible Accepting of Septic at Wastewater Treatment Plant: President Raap stated the timing is such that if the Village is going to consider accepting septage a decision needs to be made soon as the season will be starting shortly. He reviewed important points from the prior meetings and asked what the Board would like to do.

- MOTION (Hurd/Herbison) to refer to the Public Works, Public Safety & Property Committee.
Discussion followed.
- MOTION (Hurd/_____) to accept septage immediately with updated charges. Raap stated there was an original motion on the table to refer the matter to the Public Works, Public Safety & Property Committee. Voting on the original motion happened. PASSED, without negative vote.

13. New Business

A. Request of Colleen DeCambaliza for Variance Regarding Number of Cats Allowed:

- MOTION (Strasburg/Kaatz) to deny the variance request to allow for more cats than the ordinance allows. PASSED, without negative vote.

B. Sign Permit in Downtown Business District @ 208 E Lincoln Ave: Raap reported on the Plan Commission's meeting and their recommendation.

- MOTION (Hurd/Mattoon) approving the sign permit in the downtown business district @ 208 E Lincoln Avenue, with the stipulation that the sign's refresh rate and lighting levels will be adjusted by the owner if issues arise. PASSED, without negative vote.

C. Request for Conditional Use Permit for 114 S State St: Trustee Karen Hurd recused herself from the board and sat in the audience. President Raap reported on the Plan Commission meeting and their recommendation, stating the ordinance does not list as a "conditional use" allowing residential living in a commercial building in the Downtown Business District.

- MOTION (Herbison/Mattoon) to deny the conditional use permit for 114 S State St. PASSED, without negative vote.

Trustee Hurd returned to her seat on the board.

D. Safe Routes to School Plan: Raap reported the Village worked with the School and submitted applications for grant money with the West Central Wisconsin Regional Planning Commission. However, as discussions began with WCWRPC it became

apparent the we already had much of what the plan would address already in place. In talking with the school, they were fine with not pursuing the grant.

- MOTION (Mattoon/Strasburg) to not pursue the Safe Routes to School Plan anymore. PASSED, without negative vote.

E. Application for Temporary Class B (Picnic) License:

- MOTION (Kaatz/Mattoon) to grant the Temporary Class B (Picnic) License to the Fall Creek Area Fire District for the Alumni Tournament on April 8 & 9th and to waive the waiting period requirement. PASSED, without negative vote.

F. 1st Reading to Amend Ordinance Article 2.2.7 (A) Regular Meeting Regarding Time of Meeting:

- MOTION (Hurd/Kaatz) to hold the first reading of the above ordinance, basically changing the time of regular board meetings to 5:30 p.m. PASSED, without negative vote.

G. Resolution Regarding Cash Advance from Capital Projects Fund to General Fund for Internal Loan Financing for the Raether Property: McKee reported the resolution details the process approved at the last meeting to record the cash advance from Capital Projects Fund to General Fund for paying off the loan for the Raether Property.

- MOTION (Mattoon/Burch) to adopt RESOLUTION #2022-0314A. PASSED, roll call vote: Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes, Herbison-yes, Hurd-abstain, Kaatz-yes.

H. Welcome Basket Update: Trustee Karen Strasburg stated she started giving welcome baskets back in 2015. Since that time 51 baskets of gifts and information were delivered, 42 organizations gave items for the baskets, the total cost to the Village over all those years was \$101.10. It was a very rewarding program for the recipients and the givers.

14. Committee Recommendations

15. Possible Assignment to Committee

- A. Sidewalk Repairs:** Trustee Strasburg stated there are several residential sidewalks in need of repair and wondered if the Village could help with getting bids from a contractor, hoping for some special pricing. McKee stated we could manage getting prices for the community and allow owners to take advantage of it per their discretion.
- B. Community Garden:** Trustee Strasburg wondered if we should consider a community garden again, thinking we could get the word out in the next newsletter to see if people are interested.

16. Adjournment @ 7:48 p.m.

Renee Roemhild, Clerk-Treasurer